

# **POLL WORKERS NEEDED**

In order to guide voters through the electoral process smoothly and speedily and to ensure that all the polling locations are adequately staffed, the Election Department requires a full complement of Poll Workers. There is also a critical need for bilingual individuals to serve in all the Poll Worker positions: Wardens, Clerks, Inspectors and Interpreters. Bilingual speakers of Spanish, Cape Verdean, Vietnamese, Chinese, Haitian Creole, Russian, Portuguese, and Somali are strongly encouraged to apply.

Job responsibilities include, but are not limited, to the following: assisting with preparing the voting location for opening; hanging signs in accordance with legal requirements; counting ballots; checking in voters; maintaining a record of the Election Day's activities; checking handicap access; assisting in removing signage; packing up election materials; and helping check counts at the end of the day.

There are stipends ranging from \$135-\$175 for Poll Workers. While it is encouraged that all Poll Workers be available from 6AM to the closing of the polls (9PM), those workers serving as Inspectors or Interpreters may opt for a half-day shift: 6AM to 2PM or 1PM to 9PM (prorated pay rate of \$9/hour). All prospective Poll Workers will be required to attend a mandatory 2-hour training session prior to the Elections.

Poll Workers must be registered voters in the Commonwealth of Massachusetts; however, the guidelines for Interpreters are more flexible (i.e., voter status not required). All Poll Workers must exhibit a professional and helpful demeanor, and must be respectful and mindful of the ethnic and cultural diversity of Boston's voters.

**\*\*\* Please note: These are ONE-DAY positions. It is preferred that you be available to work the ENTIRE Election Day (6AM-9PM, 15 hours). \*\*\***

For more information on becoming a Poll Worker please call either

Lynne Onishuk (617)635 -4491, or Martin Kain (617) 635-3830.